

MINUTES OF THE CITY OF LAS VEGAS HOUSING AUTHORITY COMMISSION MEETING HELD ON WEDNESDAY JULY 18, 2018 AT 5:30 P.M. IN THE CITY COUNCIL CHAMBERS.

MADAM CHAIR: Tonita Gurulé-Girón

COMMISSIONERS: Barbara Casey
David Ulibarri Jr.
Vince Howell
David Romero
Ember Davis

ALSO PRESENT:

Barbara Padilla, Interim Housing Director
Natasha Martinez-Padilla, Finance Specialist
David Silva, Acting City Manager

CALL TO ORDER

ROLL CALL

PLEDGE OF ALLEGIANCE

MOMENT OF SILENCE

Madam Chair Gurulé-Girón asked Commissioner Barbara Casey to offer the moment of silence. Commissioner Casey stating to thank our Heavenly Father for all the good things we have in Las Vegas, for having a successful 4th of July Fiesta, for having rain these last few days. She stated let us also keep in mind, all the people all over the world who are struggling with immigration issues and unrest in their country, such as Nicaragua. We ask our Lord to take care of them and guide them in their daily lives.

APPROVAL OF AGENDA

Commissioner David Ulibarri Jr. made a motion to approve the agenda as presented. Commissioner Ember Davis seconded the motion.

Madam Chair Gurulé-Girón asked for a roll call. Roll call was taken and reflected the following.

Commissioner David Romero	Yes
Commissioner Ember Davis	Yes
Commissioner Barbara Casey	Yes
Commissioner Vince Howell	Yes
Commissioner David Ulibarri Jr.	Yes

Barbara Padilla re-read the motion and advised the motion carried.

APPROVAL MINUTES

Commissioner Barbara Casey made a motion to approve the minutes of the meeting on June 20, 2018 with corrections having been submitted and corrected. Commissioner Vince Howell seconded the motion.

Madam Chair Gurulé-Girón asked for a roll call. Roll call was taken and reflected the following.

Commissioner Vince Howell	Yes
Commissioner David Romero	Yes
Commissioner Barbara Casey	Yes
Commissioner Ember Davis	Yes
Commissioner David Ulibarri Jr.	Yes

Barbara Padilla re-read the motion and advised the motion carried.

PUBLIC INPUT

None at this time.

PRESENTATION – HOUSING AUTHORITY FINANCE REPORT

Natasha Martinez-Padilla, Financial Specialist presented the Housing Authority's Revenue and Expenditure report for the month ending June 30, 2018. This completes the HA's fiscal year. Mrs. Martinez-Padilla stated when looking at the revenue side, there is a big jump in Operating Subsidy. She stated this jump is due to the accrued receivables. The Operating Subsidy that is in the LOCCS account is on the accrual basis, not the cash basis, so at the end of the year the HA added back \$284,901. This is about 5 months that is still being held in the LOCCS account and has not yet been disbursed. This is the revenue earned for FY 2018. On expenditures, the HA stayed frugal and did not spend as much so as not to take down the cash balance. The HA ended up having \$1,098,085 in expenditures for the year.

Commissioner Vince Howell stated the dwelling rent looks pretty good. He asked if this is better than previous fiscal years. Mrs. Martinez-Padilla stated that last year the HA billed \$2,000 more. The dwelling rent is also on an accrual basis, so this is not what is received, but what is actually billed out. She stated it just depends on the income of families living in Public Housing. Some families pay flat rent, some pay income based rent and others receive a utility allowance. It is all based on their income and it fluctuates. Commissioner Howell asked about Other Income, which has increased. Mrs. Martinez-Padilla stated it did not increase from last year, it actually went down. She stated that is also on an accrual basis, which is a good thing. It means people did not have as many charges at move-out, meaning they are leaving the unit in better condition. Mrs. Martinez-Padilla stated the HA budgets low because we don't expect the tenants to leave units with that many damages.

Commissioner Howell asked about Transfers In. Mrs. Martinez-Padilla stated that Transfers In is the \$10,000 transfer from General Fund for the repayment agreement and there was another one for \$68,585 that was the 2017 Capital Funds transfer. Commissioner Howell asked, regarding Operating Expenses, was the HA able to address any issues that happened throughout the year. Mrs. Martinez-Padilla stated the HA addressed all issues that came up. Mrs. Martinez-Padilla stated the HA had a cost savings of \$42,000 in employee expenses alone and \$146,428 in cost saving for operating. She stated this is mostly for Betterments and Improvements. This is the carryover money from the Homeownership Project. This is the money the HA will be using to turn over more units.

PRESENTATION – PHAS SCORE

Natasha Martinez-Padilla stated, the Public Housing Assessment System, or PHAS score report is from the US Department of Housing and Urban Development. She stated that they looked at the unaudited score back in December. This is after the audit came out. This is the score that takes everything into account after the audit. At the end of the year, the HA did not get 5 points for occupancy for the Capital Fund. The HA lost points in the management score for occupancy as well, and 1 point due to audit penalties in the financial score. She stated the HA is Substandard Management and until more units are put back online, and the HA brings back the units that were sold ineligibly, the occupancy will struggle.

She stated that for occupancy, HUD takes a snap shot at the end of the month showing how many units are vacant.

Commissioner Vince Howell asked if the HA has the goals on how to achieve a better score. Natasha Martinez-Padilla stated that after this score, the HA will receive a corrective action letter from the HUD analyst. The HA will have to put a plan together, which the HA has already begun and is implementing. From December to February, the HA went from 10 vacancies to zero vacancies. The HA has worked very hard to keep the units turned around and occupied within each month. Mrs. Martinez-Padilla stated that once the HA gets the 5 units off line from the De Minimis, this will also help improve the score, as well as the two units being rehabbed on Sandoval Street.

Commissioner Howell asked if there is a quarterly assessment so we know where the HA stands throughout the year. Mrs. Martinez-Padilla stated we don't, but the Interim Director does provide the monthly reporting, which goes over vacancies, work orders and such. This is a report the HA uses to keep track to make sure we stay on task. Commissioner Howell stated he has confidence that the Housing Authority staff will bring these scores up. Interim Director Padilla responded, this is something the staff strive for every month.

Commissioner David Ulibarri asked if the audit hurt the scoring a little bit. Mrs. Martinez-Padilla responded saying that the audit did hurt the score by one point because there was a significant deficiency due to 2 CFR 200. The reason for that finding was an "at cost" for all the appliances. The auditors requested a list of each appliance at cost and not depreciated value. She stated she is not sure how the materiality was calculated but that is what the finding was. There was a half point for significant deficiency and a half point for another area she is not sure about, because those questions go to the auditor.

Commissioner Casey asked for clarification saying, to increase the score, the HA must maintain maximum occupancy on a consistent basis. HA staff stated, yes. She asked how many units does the HA have that are not available to occupy. Mrs. Martinez-Padilla stated that as of today, there are 4 vacancies but the 19 boarded up units also have to be taken into consideration. Those units count against the HA every month. She stated she is not certain how the 17 units sold ineligibly are counted against the HA but she is almost positive those are counted against the HA as well. She stated that the 264 units the HA has control over right now will get us over the 94%. This still will not increase the management score, and the HA will still not get those 14 points. The one place the HA will get those points is at the occupancy rate for the capital fund. Other than that, the HA needs to work on getting back those 17 units and putting the other units back on line. She stated that is what the HA is doing right now. Interim Director Padilla reported that at this last snap shot at the end of July, the HA only had one vacant unit.

HOUSING DIRECTOR MONTHLY REPORT

Interim Director Barbara Padilla reported that there are currently 5 vacant units that maintenance is working on, and we hope to have them all occupied within the month. She reported that the maintenance staff has been doing a really great job at getting those units turned around quickly, and the Waiting List Manager is finding families to put in those homes and get them housed before the end of the month.

Interim Director Padilla stated that this last fiscal year, July 1, 2017 through June 30, 2018, the HA had 43 families that moved out of Public Housing and 42 move-ins. These units were vacated and occupied throughout the year.

For Housing Management, the applications are being processed on a daily basis. The purge of the waiting list was completed and those who did not respond to the requests for updates will be removed from the waiting list. The Housing Managers continue their day to day operations. HA staff continues to attend the monthly safety training provided by HA. Interim Director Padilla stated the HA is still offering the "Smoke Free Cessation" classes to residents. The participants taking advantage of this free training are very excited about it. They are sharing their stories with us and the HA is very happy to be offering them help in this aspect.

The roofing project is ongoing in Housing. There are several units that have been completed. The two unit remodel project began on July 2, 2018 and we hope to have them completed within the next 90 days. The HA will have 2 more units which were offline, put back online. The burned unit on Sagebrush is scheduled to be completed by next Wednesday.

Commissioner Casey stated that last night she attended a community meeting on substance abuse. She stated that two of the guest speakers are recovering addicts. She stated one of them mentioned she had applied for Housing and was turned down because she had a record, but has been in recovery for a long time. She stated that the other person got up and said she was also in recovery, but she was allowed to go into HUD housing here in Las Vegas because they reviewed her case and they found she had been off of drugs for 8 or 10 years. She asked, which is it, yes or no, and have those rules changed from 4 years ago, when the one who said she was given housing. She asked, did those change from a month ago. Interim Director Padilla stated, the HA does have the policy where their background is looked at but the completion of a recovery program is taken into consideration. She stated she does not know if the person who applied and was denied provided that information, because that may change things as far as the ban on criminal activity. She stated the previous policy went back 5 years and the new policy goes back 7 years. There are circumstances, such as if they do complete a recovery program that they are given the opportunity to be reconsidered. She stated perhaps this person needs to come in to speak with the HA, because we do want to be fair with everyone and they are given an opportunity for a second chance. Interim Director Padilla stated again there are different circumstances. Before an applicant is denied they are sent a letter stating there is a questionable background and they are given the opportunity to come in and meet with the staff and dispute any charges that may be on their police record, prior to being denied.

COMMISSIONERS REPORT

Commissioner Ember Davis reported on the smoke free cessation class. She stated that there is one lady that is following through and is writing her letter, saying "goodbye to smoking". She has reported that the money she is not spending on cigarettes, she is going to be paying for her next month's rent.

Interim Director Padilla stated, we applaud her for that. It has been really great.

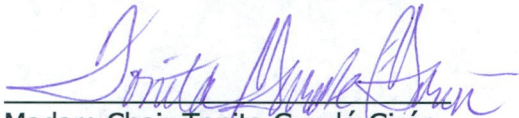
Commissioner David Romero stated he spoke to the city manager about some debris behind a unit between Sagebrush and the alley. Interim Director Padilla asked if he was talking about the large rubble or cement that is piled up. He stated yes. Natasha Martinez-Padilla stated the disposal of this needs to be quoted out, because it cannot be thrown away. She stated this fiscal year the HA will be getting quotes to have it removed.

EXECUTIVE SESSION

None

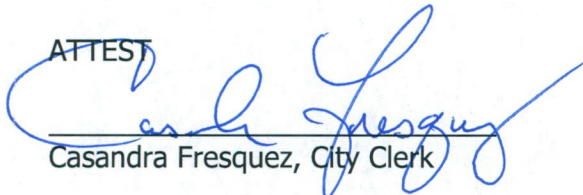
ADJOURN

Commissioner Barbara Casey made a motion to adjourn the meeting. Madam Chair Gurulé-Girón stated she accepts the motion to adjourn. Meeting was adjourned.



Madam Chair Tonita Gurulé-Girón

ATTEST



Casandra Fresquez, City Clerk